## Wisconsin Department of Safety and Professional Services

Office Location: 4822 Madison Yards Way Madison, WI 53705 Phone Number: (608) 266-2112 LicensE Portal: License.wi.gov Email: dsps@wisconsin.gov Website: http://dsps.wi.gov

## EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS, AND REGISTERED INTERIOR DESIGNERS

## APPLICATION INFORMATION FOR LANDSCAPE ARCHITECT EXAMINATION

## **NO FEE REQUIRED**

**Instructions:** All applicants (new and retake) must register directly with CLARB using CLARB's online registration system at <u>www.clarb.org</u>. Each candidate must have a valid email address to be used as the user name. Candidates will be asked to create a unique password.

If you have an LAAB or LAAC accredited degree in Landscape Architecture and wish to become initially licensed in Wisconsin, register directly with CLARB at <u>www.clarb.org</u>. You do not need to complete this application.

If you do not have an accredited degree, you will need to obtain pre-approval before beginning the exam process by completing the Application for Landscape Architect Examination online via LicensE, https://license.wi.gov/. No fee is required.

Upon Passing Exams: After passing all parts of the exams through CLARB (www.clarb.org) you must do the following:

- 1. Ask CLARB to transmit official verification of the passed exams directly to the Department, and
- 2. Submit the Application for Landscape Architect Registration online via LicensE. Once exams have been verified your application can be scheduled for Board review.

Application information is available at <u>https://dsps.wi.gov/Pages/Professions/LandscapeArchitect/Default.aspx</u>. The Board meeting calendar is available at <u>https://dsps.wi.gov/Pages/BoardsCouncils/Calendar.aspx</u>.

Applicants are encouraged to submit application materials to the Department early to ensure time for processing and availability for Board review.